**Jane Doe**

400 East 2nd Street, Bloomsburg PA, 17815

(717) 123-4567

janedoe@yahoo.com

**Objective**

To become an employee at the University Bookstore to gain professional experience.

**Professional Experience**

Worked at The Bookstore in my hometown in high school.

**Education**

* HS High School Graduate
* Current College Freshman at Bloomsburg University

**Special Skills**

* Can work a cash register.
* Can hang clothes.
* Can file books.